19 February 1975

STAT   MEMORANDUM FOR: ⬚
                         COMMO/DDA

         SUBJECT   : RECSKD Project Proposal

Introduction

        The current records control scheduling system is done manually by COMMO.
This system is not responsive enough to handle massive searches of the data
on short notice. The project RECSKD (22400AW) is designed to computerize
the records control schedule file and provide a batch file maintenance/
reporting capability.

Project Design

        The project phases are as follows:

                Generate test data bases
                Test the query system with the test data bases
                Test the quick system with the test data bases
                Design and implement a file maintenance module
                Generate final records control schedule data bases
                User acceptance testing
                Documentation for OJCS Projection Branch

        A sample set of data will be generated by COMMO. The data will consist
of about 250 active records and 250 inactive records. This data will be
used to generate test data bases on the S360/195. The data will be typed
and used as input to the CDC Page Reader. A module on the S360/195 will
read the output of the page reader and generate test active and inactive
data bases.

        Once the test data bases are generated, the query system will then be
tested with the test data bases. The query system offers the user a batch
query capability with the use of Boolean logic operators to extract the
desired information. The query's main module needs only to be re-compiled
using the appropriate record length. A CMS file of keywords will also be
generated to be used as a directory to the data fields of the records. The
query system will be used to meet all of the current reporting requirements.

The UCS quick program will also be tested using the test data bases. This program is a library utility used to pick out and list keywords found in the subject title field. Certain words would not be used as keywords. These words would be specified on a "kill" list of words. The output of the quick program will be used as a deck reference to the subject title field by the COMMO staff.

A file maintenance module will be generated to perform the normal maintenance needs. The module will be able to add, delete, and change records of the data bases. In addition, the module will be able to make global changes to the entire file or a particular group of records on the data bases. The module will be able to transfer records between the active and inactive data bases.

Concurrent with the above operations, the COMMO office will be typing all of the records on the current records control schedule file. The resulting pages will be fed to the page reader and the final active and inactive data bases will be generated on S360/195. There will be about 100,000 records. Approximately 75,000 records will be on the active data base and about 25,000 records on the inactive data base.

When the final active and inactive data bases have been generated, the user acceptance testing period will commence. When the user has concurred that the project meets the specifications, the documentation will be turned over to the OJCS Production Branch.

Project Schedule

Milestones	Manweeks	Elapsed weeks	Target
Generate Test Data Bases	1	1.5	March 1
Test Query System	1.5	2	March 14
Test Quick System	1.5	2	March 28
Design and Implement File Maintenance Module	6	8	May 21
Generate Final Data Bases	2	2.5	June 8
User Acceptance Testing	2	2.5	June 28
Documentation for Production Branch	0.5	1	July 3
TOTALS	14.5	19.5	

Project Costs

Manpower: 14.5 manweeks at $600 per manweek = $8,700

Computer: S360/67 :   30 hours connect time at $12 per connect hour = $360
           S360/195: 1 hour CPU at $2,160 per CPU hour = $2,160

Total cost of project = $11,220

Deliverables

The following item will be delivered to the user upon completion of the project: a user guide for the RECSKD system, an active and inactive data bases, all program modules, and JCL.

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Team Leader
AD/OJCS

Concur:

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2 5 FEB 1975

*With the understanding that the June 28
 target date applies to user acceptance
 of system operation using the test data
 base; that the July 3 target date is moved
 to December 31; and that the final inactive
 and active data bases will be generated by
 OJCS upon separate submission of the data
 under Form 930, as discussed with
 21 February 1975.

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APPENDIX A

Field Name	Length in Characters	Comments
Records Control Schedule Number	6	Numeric checking
Records Control Schedule Item Number	4	No editing
Disposition Date	4	Month checks
Job number (Inactive Rec.) Room Number (Active Rec.)	7	No editing
Box Number (Inactive Rec.) Building Name (Active Rec.)	4	No editing
Item Number (Inactive Rec.) Safe Number (Active Rec.)	4	Numeric Checking
Office of Record	3	
File Classification	12	No editing
Inclusive Dates of Records	4	Numeric checking
Subject Title	65	No editing
Accession Number	9	Numeric checking